

**Legacy Academy Board Meeting Minutes**  
**Legacy Academy Library**  
**Tuesday August 12, 2008. Time: 6:30 p.m.**

1.0 **Call to order:**

2.0 **Pledge of Allegiance**

3.0 **Roll Call:** Director Walter, Dir. Hooper, Dir. Schondel, Dir. Berkenkotter, Principal Hannigan, Vice-Principal Kroeker, Office Manager Sneed

4.0 **Approval of Agenda:**

Delete items 9.2, 10.2, 10.3, 10.4, and 10.5.

Add Item 5.1 Paul Dellacrose

Add 14.0 Executive Session

15.0 Adjournment

A motion was made to approve the agenda as amended by Dir. Schondel and seconded by Dir. Hooper.

Roll Call Vote: Dir. Walter-aye, Dir. Hooper – aye, Dir. Schondel – aye, Dir. Berkenkotter -aye.

Motion carried, 4-0.

5.0 **Approval of Minutes:**

The June minutes had one spelling error. Hooper1 needs to be changed to Hooper. A motion was made to approve the June minutes with the above correction by Dir. Berkenkotter and seconded by Dir. Schondel. Roll Call Vote: Dir. Walter-aye, Dir. Hooper – aye, Dir. Schondel – aye, Dir. Berkenkotter - aye. Motion carried, 4-0.

A motion was made to approve the July minutes by Dir. Berkenkotter and seconded by Dir. Hooper.

Roll Call Vote: Dir. Walter-aye, Dir. Hooper – aye, Dir. Schondel – aye, Dir. Berkenkotter - aye.

Motion carried, 4-0.

5.1 **Paul Dellacrose Mill Levy Update:**

There is a C-1 board meeting scheduled for August 21<sup>st</sup>. They would like to meet with Legacy Academy's board at 6 p.m. that evening. They are asking for \$1.2 million. They will follow the funding formula for PPR that is already in place (98% of the PPR per student). There are three ways the money will be used.

86% for staff salaries (teachers and support staff)

10% for curriculum and instruction and programs

4% for technology

LA would need to follow these percentages. The district's consultants are still crafting the language for the ballot (see attached draft). He thinks that LA would probably get about \$150,000. Helen asked if this would be good for subsequent years. Paul said that each year it would be based on LA's actual numbers. There would be 7 ½ mills per house and this will always stay the same. Dir. Schondel asked what this amounts to dollar wise. This would be \$5 per \$100,000 assessed value per month.

Dir. Berkenkotter wants to know if our parent volunteers can help get the word out.

Mrs. Hannigan has a handout of "do's and don'ts" for staff on campaign issues. Mr. Dellacrose stated that parents can speak freely, but staff has to be careful and just give the facts – not their opinions.

Mrs. Hannigan wanted to know about the plan to get people involved and helping.

Mr. Dellacrose stated that they are working on speaker panels and organizing volunteers. The teacher association has volunteered their offices and phone banks. The advertising committee is also already working on getting information and facts sheets out to the schools for Open House Night. LA would like to have these fact sheets available to pass out. Teachers can pass these out, but they cannot tell parents how to vote.

Dir. Hooper wants to know if LA needs to be mentioned in all three bullet points. Couldn't this just be added to the paragraph above? Mr. Dellacrose will check with his consultants on this issue.

6.0 **Guest Comments (2 minutes each)**

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Colin Hooper passed out a new proposal for his Eagle Scout project. See attached proposal. He wants to make three benches for the school instead of six. This will be done sometime before Christmas break.

A motion was made to approve the Eagle Scout project by Dir. Schondel and seconded by Dir. Berkenkotter. Roll Call Vote: Dir. Walter-aye, Dir. Hooper – abstain, Dir. Schondel – aye, Dir. Berkenkotter - aye. Motion carried, 3-0-1.

**Recess 7:15 p.m.**

**Reconvene 7:22**

**7.0 Athletic/Activities Director Items**

**7.1 Athletic Booster Club report**

See attached copy. The chair of the ABC was Amy Green, but she is going to become the Secretary so the President position is open. There was a question regarding as to whether a board member can be the president. Dir. Hooper has looked in the bylaws about this. Can a board member serve on a lower board in an officer position? There was some discussion on this point. The conclusion was that there is no prohibition against this.

The big fundraiser this year will be the Bull Drop on October 10<sup>th</sup>.

Middle School girls' volleyball has already started. MS boys' soccer has also started. MS Cross Country began as did HS cross country. We are hoping to get the HS volleyball team started as soon as a coach can be found.

See copy of the proposed rafting trip for the HS. Mr. Crofford would like the students to go on a rafting trip Sept. 5<sup>th</sup>-7<sup>th</sup>. He would like to take a school bus up there. Would there be any transportation available all weekend? Not unless someone drove a personal vehicle up there. What is the cost for the bus? He doesn't know yet. They would leave school early on that Friday (12:30). Students would be paying for the whole trip. He is thinking 4 chaperones for the trip. They will be camping for the weekend. They are looking into insurance for this. Mrs. Hannigan is a little concerned about this trip. People have been killed rafting and she is not sure why this is important for the students. What level rafting is this? It is Class 3 and lower. Is there any reason why you can't leave at 3:30 on Friday after school? The concern with this would be arriving late and having to set up tents in the dark. What will this do to our insurance? Helen did not get Fred's email in time to check this. Most insurance companies will not cover anything having to do with a boat or water. Dir. Schondel wants to know if we want the school to sponsor this with the liability risks? Is there another option to do that will accomplish these goals? Do we want the school to be accountable for this? Even if a school employee arranges this event the school is liable. Could it come from a different group and be sponsored by a parent? Could the activity committee sponsor this? This was a board appointed committee, so there would be liability. It would have to be organized by a parent committee. Helen attended a session on this at a conference and we would be liable if it was in any way organized by an employee or a school club.

LA could still be held liable if something happened on the ski trip.

Also, according to our insurance policy, horses are also not allowed (such as for the 4<sup>th</sup> grade Medieval Day).

We will have a rider to our insurance policy for the Estes Park trip which will be about \$300.

Dir. Walter stated that his biggest concern is that they are missing school and this is a co-ed overnight trip. Dir. Hooper thinks it would be good to do a one day rafting trip. Perhaps they could also do a day hike later.

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A suggestion was made to do a Saturday/Sunday trip. There would need to be a large number of chaperones. There would need to be one chaperone for every 4 or 5 students. Dir. Walter would be fine with an overnight as long as there were plenty of chaperones and as long as the insurance would be able to cover it. Mrs. Hannigan will have final say on the trip.

**8.0 LA Principal's report**

**8.1 Facility Report (summer progress/difficulties and cost) (EL#7)**

See attached report from Anne. The roof guys have been here this summer, but there are still leaks.

**8.2 Staffing Report (summer progress/difficulties and cost) (EL#7)**

We had most of our positions filled by the end of June. We have not filled Spanish, but we just hired a part-time math teacher who will also be a part-time paraprofessional. Dir. Berkenkotter wants to know if there has been any thought to teaching sign language rather than Spanish? This would not fulfill the high school foreign language requirement.

The new nurse and the new counselor have been in this week.

There are new letters of agreement to approve for Christina DiLeonardo, Jessica Marks, Beth Clough, Debbie Littlefield, Susan Steranka, Patricia Thatcher, and Renda Priest.

A motion was made to approve the new letters of agreement by Dir. Berkenkotter and seconded by Dir. Hooper. Roll Call Vote: Dir. Walter-aye, Dir. Hooper – aye, Dir. Schondel – aye, Dir.

Berkenkotter -aye. Motion carried, 4-0.

**8.3 Technology Report (summer progress/difficulties and cost) (EL#7)**

We have been working a lot of hours on technology. James Cordova has done a great job on this. Web based email has been a challenge and it is not all set up yet. Helen, Krystal, and Charla are set up with a Log Me In account so that they can work from home. There have been some major problems with the server and making sure all the files are adequately backed up. The virus protection has not been updated for 2 years, so there has been a lot to do. The new IT guys are Mike Fronik and James Cordova. We used some of the grant money to get NAS devices to help back-up files and to be a safety net if one of the servers crash.

Mrs. Hannigan is working on a power point of the CSAP scores. See attached CSAP report. We met two of the goals (writing and science) that were set by the BAAC and did not meet two of them (reading and math). Dir. Walter wanted to know when the BAAC needed to set their new goals. Dir. Hooper wants to know if we can reinstate AR this year. We would like to if we can afford this. The availability of tests is still lacking, but we have lots of the books. Is there a way they can get a list of the books and then take an individual test? Can we find a way to implement this? We will look into this and see what we can find about getting started with this. These tests can also be created by the teachers and the librarian. We can have Debbie Littlefield and Sandy Stanley look into this. (Check out [www.bookadventure.com](http://www.bookadventure.com) ).

Sixth grade really fell apart in the CSAP this year. This may be due to the change in the schedule and putting them into the secondary school schedule. Mrs. Hannigan will present the CSAP power point to the board next month.

The board likes having one student handbook rather than two or three. It also saved a lot of money.

**9.0 Financials**

**9.1 Monthly budget report**

See attached budget report. This is two months rolled into the end of the year financials. They are unaudited and the auditors will be coming in and making minor adjustments. As of June 30<sup>th</sup>, everything came out according to what the board approved.

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A motion was made to approve the general fund financials by Dir. Schondel and seconded by Dir. Berkenkotter. Roll Call Vote: Dir. Walter-aye, Dir. Hooper – aye, Dir. Schondel – aye, Dir. Berkenkotter - aye. Motion carried, 4-0.

See attached report on the Building Corp.

A motion was made to approve Building Corp financials by Dir. Schondel and seconded by Dir. Berkenkotter. Roll Call Vote: Dir. Walter-aye, Dir. Hooper – aye, Dir. Schondel – aye, Dir. Berkenkotter. Motion carried, 4-0.

Helen shared with the board that our numbers are way down. We are 43 students down from what we approved in the budget. There will have to be some serious discussion and serious decisions to be made. She is sharing the information tonight, but is not asking for any decisions yet. She and Joanna will come up with some ideas. Last year there was a board work session during one afternoon. Joanna would be willing to come down on a Saturday morning for a special meeting with the board. They are thinking of scheduling it for a Saturday in late September. Joanna will also be here on Friday and would be willing to talk to Dir. Berkenkotter at that time.

We would have to post the budget planning session. This is the first time our enrollment has been down in the history of the school. A lot probably has to do with the price of gas. We may get more money from the capital construction fund. Most likely we will get close to \$80,000, which would be \$60,000 more than we budgeted.

Mrs. Hannigan says there are some things we are thinking of doing now. We have not yet hired a Spanish teacher. We are thinking of putting Spanish I and II online and having them be supervised in the library. This will save us \$23,000.

Helen will try to set up the meeting on Saturday, September 20<sup>th</sup> at 9:00 a.m.

9.2 Quarterly treasurers Checklist report Apr-Jun 2008 (GP#5, #5)

See attached report.

10.0 **Board Calendar Items**

10.1 Review and approval of contracts for outside services

11.0 **Old Action Items**

11.1 **Dir. Hooper**

Write solicitation letter for board member application letters for Legacy Ledger.

This was done

A motion was made to give the letter to Starla to put in the Ledger by Dir. Berkenkotter and seconded by Dir. Schondel. Roll Call Vote: Dir. Walter-aye, Dir. Hooper – aye, Dir. Schondel – aye, Dir. Berkenkotter -aye. Motion carried, 4-0.

11.2 **Helen**

Bring P.E. clothing bids to meeting

12.0 **New Action Items**

12.1 **Helen**

Will check with Joanna and make sure the 20<sup>th</sup> will work and will email the board for confirmation.

13.0 **Guest Comments**

Jayne Anthony wanted to know if the FPC needs a new charge for this year. The FPC will be on the board agenda in September and will receive the charge then.

**Recess 9:34 p.m.**

**Reconvene 9:41 p.m.**

14.0 **Executive Session**

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A motion was made to move into executive session to discuss outside contracts by Dir. Hooper and seconded by Dir. Berkenkotter. Roll Call Vote: Dir. Walter-aye, Dir. Hooper – aye, Dir. Schondel – aye, Dir. Berkenkotter - aye. Motion carried, 4-0.

Moved into executive session at 9:27 p.m.

A motion was made to move out of executive session by Dir. Schondel and seconded by Dir. Hooper. Roll Call Vote: Dir. Walter-aye, Dir. Hooper – aye, Dir. Schondel – aye, Dir. Berkenkotter - aye. Motion carried, 4-0.

Moved out of executive session at 10:05 p.m.

A motion was made to approve Kim Auslander’s contract with the stipulation of a cap of her hours per year by Dir. Hooper and seconded by Dir. Schondel. Roll Call Vote: Dir. Walter-aye, Dir. Hooper – aye, Dir. Schondel – aye, Dir. Berkenkotter -aye. Motion carried, 4-0.

A motion was made to accept the bid from Rocky Mountain School Apparel making sure the price includes silk screening by Dir. Berkenkotter and seconded by Dir. Schondel. Roll Call Vote: Dir. Walter-aye, Dir. Hooper – aye, Dir. Schondel – aye, Dir. Berkenkotter - aye. Motion carried, 4-0.

**15.0 Adjourn 10:12 p.m.**

A motion was made to adjourn by Dir. Berkenkotter and seconded by Dir. Hooper. Roll Call Vote: Dir. Walter-aye, Dir. Hooper – aye, Dir. Schondel – aye, Dir. Berkenkotter - aye. Motion carried, 4-0.

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Secretary Legacy Academy

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Date Approved